

CASH MANAGEMENT PLAN POLICY

I. Overview

The Missouri Department of Elementary and Secondary Education, Division of Financial and Administrative Services, has implemented a Cash Management Plan policy for districts that meet specific criteria as outlined below.

II. Criteria

The following criteria may trigger the Cash Management Plan policy to be implemented:

Fiscal Compliance: The district has not met a specific grant requirement or has had multiple questions related to a specific grant requirement.

Possible Closure or Annexation: There is a possibility the district will close or be annexed into other districts.

Accusations of Fraud/Abuse: There have been allegations of fraud and/or abuse of grant funds.

Financially Distressed: The district has been identified as financially distressed by the School Finance Section within the Department.

Late Budget Submission: The district has failed to submit a budget application within 6 months of the due date.

III. Cash Management Plan

If the district meets one of the criteria above, the district may be placed on a Cash Management Plan. Taking this action will help assure that the Department remains in good standing in meeting grant compliance, and will also help the district avoid situations that could have potentially catastrophic financial consequences.

IV. Documentation

Placement on the Cash Management Plan will require the district to submit supporting documentation on all payment requests for applicable grants. Initial documentation will include submittal of the general ledger for the applicable program(s). Once the general ledger has been reviewed, the district may be required to submit invoices or payroll records as further verification.

After all supporting documentation has been approved by the Department, the ePeGS Payment Request will be approved and processed for payment.

V. Applicable Grants

Grant	Grant
21st CCLC	Title I
Child Care Block Grant	Title I School Improvement (a)
Early Learning Blended Funding	Title I.C
ESEA Consolidated (Schoolwide Pool)	Title I.D - LEA
Homeless Education	Title II.A
Missouri Preschool Project (MPP)	Title III Immigrant
Perkins Basic Grant - Secondary	Title III - LEP
School Age Community (SAC)	Title IV.A
Special Education IDEA Part B Grant	Title V.B

VI. Submission

The general ledger must be submitted with each payment request at least ten days prior to the scheduled payment. All payment requests must be for reimbursement of expenditures paid to date; the district will not be allowed to request funds for anticipated expenditures. The district will be notified on a year-to-year basis as to if they have been placed under the Cash Management Plan policy.